



DEPARTMENT OF LABOR, LICENSING AND REGULATION

DIVISION OF OCCUPATIONAL AND PROFESSIONAL LICENSING
BOARD OF INDIVIDUAL TAX PREPARERS
1100 N. Eutaw Street 5th Floor
Baltimore, MD 21201
(410) 230-6257

PERSONAL NAME CHANGE FORM

If you are changing your name as a registrant or while in the process of obtaining your registration you will need to submit a copy of the legal documents (marriage license, divorce decree, court documents etc.), along with a readable enlarged copy of your driver's license.

Please email Fatmata.rahman@maryland.gov

If you would like a new registration card to be sent to you displaying the name change you will first have to mail the one you have back to us with a written request to: Maryland Board of Individual Tax Preparers, 1100 N. Eutaw St. Fifth Floor, Baltimore, Md. 21201.

Current Name on Record with Board: _____
LAST NAME FIRST NAME MIDDLE NAME

You are (check applicable status below)

☐ CURRENT REG. NO. _____ ☐ REGISTRATION APPLICANT ☐ EXAM APPLICANT

Please check one of the items that need to be changed.

1. ☐ Address Change: _____
NEW ADDRESS STREET NO.

CITY STATE ZIP CODE

2. ☐ Email Address Change: _____

3. ☐ Name Change-In order to change your name you will need to submit this completed form and a copy of one of the following legal documents:

☐ Marriage license ☐ Divorce decree ☐ Court document

Please include a readable enlarged copy of your driver's license

The new name as it is to appear in your documents:

LAST NAME

FIRST NAME

MIDDLE NAME

*Do you request a new license? _____ Yes _____ NO

Please return your old registration card to the Board if you want a new one sent to you.

SIGNATURE

DATE

TELEPHONE NUMBER